

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
JANUARY 10, 2011**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Dennis Doyle, Anna Eddy, Judy Igielski, Pauline Kruk (arrived at 7:17 PM), Iris Larsson, LeeAnn Manke, Alan Nafis, Maureen O'Connor Lyons (arrived at 7:12 PM), Eric Rothausen (left at 7:32 PM), Diane Stamm

BOARD MEMBERS ABSENT

Sue Halpin, Neil Ryan, Trudie Walker

STAFF

Lisa Masten, Interim Library Director
Gail Whitney, Secretary for the Board

TOWN COUNCIL LIAISON

Kris Nasinnyk

TOWN COUNCIL LIAISON ABSENT

David Nagel

BOARD OF EDUCATION LIAISON ABSENT

Sharon Braverman

FRIENDS

Brian Wood

CALL TO ORDER

The meeting was called to order by Eric Rothausen at 7:03 PM.

I. ROLL CALL

II. EXECUTIVE SESSION REGARDING LIBRARY DIRECTOR SEARCH

MOTION: Judy Igielski made a motion to go into Executive Session to discuss the Library Director search, LeeAnn Manke seconded the motion, all were in favor and the motion was unanimously approved at 7:04 PM. The meeting resumed at 7:32 PM.

III. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Judy reported that she will send a card to the Counihan Family.

Diane Stamm stated that she had a change in the December minutes. The House Committee walk-through report stated that the sign is off its pedestal; it should read that the lights that flash on the sign and on the front of the building are off its pedestal.

MOTION: Tony Palermino made a motion to accept the minutes of the regular monthly meeting of December 13, 2010 as amended, Judy Igielski seconded the motion, and the motion to accept the minutes of the regular monthly meeting of December 13, 2010 as amended and the motion was unanimously approved with an 11-0 vote.

IV. PUBLIC PARTICIPATION

There was no Public Participation.

V. TREASURER'S REPORT

Iris stated that she had no Treasurer's Report. She commented that in Peg Counihan's obituary memorial donations are to be made to the Lucy Robbins Welles Library. Instead of the Board writing a check out of their own account for the memorial donation which would go back into the account, Iris passed around an envelope and asked the Board to donate money individually and that would be their memorial contribution. The Board agreed and the envelope was passed around.

VI. ACTING LIBRARY DIRECTOR'S REPORT

Lisa reported that Peg Counihan's funeral was today. Peg had been with the Library for 35 years.

Lisa reported on personnel changes: Michelle Royer was promoted to Librarian I, therefore her position is now open. There is a part time person who is interested in that position and if this person takes Michelle's old position, the part time position would now be available. Heather Hamilton has been working the circulation desk and she gave her notice due to the fact that her husband has obtained a job position in North Carolina.

The budget was submitted to the Town Manager on January 3rd. The Library's meeting with the Town Manager on the budget is scheduled for Tuesday, January 18th at 2:00 PM.

The Library is now offering Consumer Reports on-line. The Friends have also provided funding for an on-line service called Universal Class that offers 540 free on-line courses to Newington residents.

The recent upgrade to Library software went very smoothly. Two nooks have been purchased and will be preloaded with E-books. E-books may be checked out of the Library for a two week period.

The Winter Reading Program for Adults will hold their sign-up on January 20th from 11:00 AM to 1:00 PM and from 4:30 to 7:00 PM. Children's sign-up is on January 22nd and this can be done on-line.

The HVAC project may happen this weekend.

VII. FRIENDS OF THE LIBRARY

Brian Wood reported that the Friends Wine and Cheese Social is scheduled for January 21, 2011 celebrating the 50th Anniversary; tickets are \$10 in advance and \$12 at the door and will be held at the Library. There will also be a teacup auction, and Steve Casillas will be entertaining.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

Pauline stated she had no report.

B. Investment Committee

Neil was not in attendance.

C. House Committee

Diane stated that she had nothing new to report, and that she will be assigning tasks to the Committee members. She asked the Committee members to let her know if there was something specific that they would like to handle.

D. Facility and Site

1. Proposed Parking Lot Scenario

Maureen distributed a parking lot scenario that the Town is proposing. The cement barriers would be removed and that would add four spaces, and an opening would be created so people would be able to only go one way to park and out through the Town Hall parking lot; this would create a better traffic flow. Alan stated this should be a 15 foot wide opening, and not a 12 foot wide opening as proposed. He will contact the Town Engineer about this.

E. Fund Development

LeeAnn stated she had no report. She thanked Anna for her email about the seminars. Anna suggested that the Fund Development Committee should define or identify those events where someone from the Fund Development Committee should attend and greet people and explain the Legacy Fund. Additionally, Anna suggested that a box-type advertisement about the Legacy Fund should be placed in each Footnotes newsletter.

F. Budget

1. Budget Update

Alan and Anna met with Lisa in December and he stated that he is amazed that the Library can do so much with so little. The budget was submitted with a 0% increase; salaries have a less than 2% increase. The meeting with the Town Manager is scheduled for January 18th at 2:00 PM.

IX. OLD BUSINESS

A. Library Road Race

Diane reported that there was a meeting this evening. Kevin has emailed a “save the date” notice to past year’s participants. Sponsorship letters are available, and volunteers and prizes are needed for the race which is scheduled for May 15th.

B. Hanel Event

Lisa has secured the Hot Cat Jazz Band for Sunday, March 27th at 2:00 PM. This event will be held in the Town Council Chambers. This is a seven member band that will provide Swing, Big Band, and Dixie type music.

X. NEW BUSINESS

Anna had a couple of suggestions for this year’s Staff Appreciation event. She suggested the Governor’s Mansion which is open to the public where a tour and dinner would be provided. She also suggested the Connecticut Science Center. The Board agreed that those are both good ideas. Anna will make some phone calls and obtain more information about these venues.

XI. PUBLIC PARTICIPATION

There was no Public Participation.

XII. ADJOURNMENT

MOTION: Dennis Doyle made a motion to adjourn, Iris Larsson seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with an 11-0 vote at 8:14 PM.